

Electronic Data Interchange (EDI) Standards: Transition to Versions 5010 and D.0



Provider Action Checklist for a Smooth Transition

This checklist can be used to assist you to transition smoothly to Versions 5010 and D.0. The column on the left identifies actions required by you. The column on the right offers suggested questions to ask: 1) your vendors, clearinghouses, billing services, and payers; and 2) yourself regarding data reporting requirement changes, workflow modifications, staff training needs, and testing with your trading partner.

Required Actions

Elements

☐ Engage vendors early

Software vendors are not covered entities; and therefore, they are not responsible for compliance. However, vendors are critical to provider compliance and any interruption in vendor implementation of compliant products will delay end-to-end testing.

Some questions to ask your vendor(s):

- Will you upgrade your current system to accommodate Versions 5010 and D.0 transactions?
 - Will the upgrade include acknowledgement of transactions 277CA and 999?
 - Will the upgrade include a “readable” error report produced from 277CA and 999 transactions?
- What is the time frame for when you will be capable of supporting Version 5010 transactions exchange?
- Will you be able to support both Version 4010A1 and Version 5010 transactions exchange concurrently?
- When will the current system accommodate both the data collection and transactions conduction for Versions 5010 and D.0?
- When will the upgrades be available?
- Will there be a charge for the upgrade?
- When will the software installation to the systems be completed?
- Will the transition be completed before the January 1, 2012 compliance date?
- Will there be sufficient lead time to test the new software before the January 1, 2012 compliance date?

Based on the vendor’s responses to the questions above, evaluate the impact to routine operations and begin planning for training and transition.

☐ Communicate with clearinghouses, billing services, and payers

Contact clearinghouses or billing services and health insurance payers early to learn about their implementation plans.

Some questions to ask your clearinghouses, billing services, and payers:

- Will you be upgrading your systems to accommodate Versions 5010 and D.0 transactions?
- When will the upgrades be completed?
- Will you change your fees for Versions 5010 and D.0 transactions?
- How will we need to register in order to conduct 5010 transactions?
- When can we send you our test transactions to ensure the system works correctly?

Based on the responses to the questions above, you will know if your clearinghouses and billing service can continue to support your business. This information will assist you with planning budget needs and help develop a time frame for testing and implementation.

Required Actions

Elements

<input type="checkbox"/> Identify changes to data reporting requirements	<p>The data reporting requirements for Versions 5010 and D.0 transactions differ from the current transactions. These changes may require the collection of additional data or reporting data in a different format. For example, with Version 5010, the billing provider address can no longer be reported as a P.O. Box or lockbox address.</p> <p>Some questions to consider regarding data reporting requirements:</p> <ul style="list-style-type: none">• Can we identify the data reporting changes for the transactions we use?• Can we find the resources to assist us in identifying the data reporting changes and if so, what is the cost of the resources?• Can this new data be stored in our current system or will it require a system upgrade to store it?• Will we need to purchase additional hardware for the new reporting requirements?
<input type="checkbox"/> Identify possible modifications to current workflow and business processes	<p>Once data reporting changes have been identified, workflow modifications may be necessary.</p> <p>Some questions to consider:</p> <ul style="list-style-type: none">• What workflow processes do we need to change or add to capture the new data?• What additional costs will we incur from new data collection methods?• What will be the cost of modifying our workflow processes?
<input type="checkbox"/> Identify staff training needs	<p>Training staff ensures that transactions continue to be submitted, received, interpreted, and responded to correctly using Versions 5010 and D.0 transactions.</p> <p>Some questions to consider regarding staff training:</p> <ul style="list-style-type: none">• Who should be trained on the transaction changes?• How long will it take to train staff on the changes?• What resources are needed for training the staff?• What is the cost of the training resources?
<input type="checkbox"/> Test with your trading partners	<p>The final step for a provider before going “live” with Versions 5010 and D.0 transactions will be to complete testing with its trading partner(s). Trading partners are the organizations providers use to exchange transactions.</p> <p>Some questions to consider regarding testing:</p> <ul style="list-style-type: none">• Which transactions should we test?• When should we begin testing?• Which trading partners do we test with?• Do we use test data or live data during testing?



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